

LIVINGSTON COUNTY BOARD
ADMINISTRATIVE COMMITTEE
MINUTES OF JANUARY 9, 2020

Chairman Kathy Arbogast called the meeting to order at 5:00 p.m. in the committee room in the Livingston County Historic Courthouse.

Present: Arbogast, Bunting, Allen, Carley, Fannin, Kestner, Killian, Lovell, Shafer, Vietti

Absent:

Also Present: Executive Director Alina Hartley, Finance Director Diane Schwahn, Human Resources Director Ginger Harris, County Board Members John Slagel and Bob Weller

Arbogast called for any additions or corrections to the agenda with none being requested. *Motion by Fannin, second by Killian to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the November 7th, 2019 meeting. *Motion by Bunting, second by Fannin to approve the minutes. MOTION CARRIED WITH ALL AYES.*

H&E Building Ad-Hoc Committee Report – Arbogast noted that this topic was placed on this agenda only for the purposes of discussion. Arbogast stated that she was on vacation the day of the Property Committee meeting and wanted to hear from other board members, their opinion on which direction the board should be taking. Fannin reported that the group was working to get cost comparables with the Opperman building and building new. Fannin stated that he was recently advised (noting that the ad-hoc group had not met to discuss), that there was a major issue with the sewer in that area. Fannin stated that the ad-hoc group had heard rumors that there were issues, but he recently received confirmation that the sewer lines are sized for residential and not commercial grade which have caused numerous issues. Discussion took place regarding removing the building as an option due to the time and resources needed. *Motion by Bunting, second by Lovell to recommend the Property Committee meet to next week to receive an updated report from the ad-hoc committee. MOTION CARRIED WITH ALL AYES.*

Approval of Travel Expenses - Hartley reviewed a request for authorization of travel expenses in exceedance of the travel policy. Hartley stated that the request is for the annual UCCI conference in Galena. Hartley stated that while the expenses exceed the limit initially, there is a reimbursement from UCC that brings the cost down considerably below. *Motion by Killian, second by Lovell to recommend approval of the travel expenses associated with the UCCI conference. MOTION CARRIED WITH ALL AYES.* Arbogast indicated that any board members interested in attending the conference should contact her or the board office.

Items as Needed – No Action to be Taken –

Strategic Planning – Hartley reviewed the plan for the 2020 Strategic Planning/Goal Setting Work Session. Hartley stated that she would like to align the planning sessions closer to the budget season so everything is still fresh in everyone’s minds. Hartley stated that since there are a lot of new board members she recommends doing a presentation similar to last year, to take place in March. Hartley stated that the presentation portion will be recommended for all new board members and any other board members who are interested in a review. Hartley questioned if the Committee had any requests or recommendations on items that should be added to the presentation, with none requested. Hartley stated that the board will then complete the SWOT analysis and goal setting in April, and the budget process will begin in May.

Comments from the Chairman – Arbogast reported that she will be adding a spot on the agenda to make sure everyone silences their cell phones. Arbogast stated that board members are there to conduct county business and the use of cell phones was rude.

Arbogast stated that the Township Officials Legislative Breakfast was to be held on Saturday and encouraged board members to attend. Arbogast also noted that Deputy Hardyman who has ran the County’s animal control program will be retiring and an invitation for his retirement reception would be forthcoming.

Comments from Committee Chairman –

On behalf of the Sheriff, Jail & License Committee – Carley reported that the Sheriff’s Department was well represented at this meeting and provided a productive report for the Committee. Carley reported that Ron Baker provided a probation report as well noting that the reimbursement from the state for 2020 had received an increase. Carley reported that the housing program had its largest billing month to date. Carley also reported that the potential medical facility had been approved in concept, but no funding is yet available. Carley reported that a new deputy has been hired and will start on Monday. Carley reported that the Pro-Active Unit has been busy. Carley noted that the Sheriff’s department has begun doing blood draws in the jail for DUI’s. Carley stated that this is possible due to the 24/7 medical staff on duty.

On behalf of Highway, Lovell reported that the Committee is forwarding three action items for the boards review, which included federal participation agreements for a bridge replacement, the resurfacing of Campus blacktop, and appropriating MFT funds. Lovell noted that two of the three trucks sold exceeding the minimum bid.

On behalf of Personnel, Vietti reported that the Committee met in joint session with Finance to hear an update on collective negotiating matters.

On behalf of the Finance Committee, Shafer reported that the Committee received a report on the waiver of back taxes for the Village of Saunemin. Shafer stated that the Committee also discussed the disposition of surplus police cars which they are

recommending be sold by sealed bid. Shafer reported that the Committee is also recommending approval of a yearend transfer resolution.

On behalf of the IT Committee, Allen reported that the part time position has been posted. Allen reported that the backup appliance had been replaced and has three years of support included.

On behalf of the VAC Committee, Kestner reported that the Committee approved the bills and had a routine meeting.

On behalf of the Ag & Zoning Committee, Bunting reported that the Committee had no action items for this month. Bunting noted that the ZBA would be meeting later in the evening and would be reviewing a potential zoning classification in south Streator, and the new Cannabis Regulations. Bunting stated that the airport application will be reviewed at a special meeting to be held on Monday, January 13th at 7 p.m..

On behalf of the Property Committee, Killian reported that the Committee heard a report from Don Verdun as well as the ad-hoc committee. Killian reported that the meeting went well and a nice discussion was held.

On behalf of the Elections Committee, Fannin reported that the Committee will meet prior to the board meeting to review an appointment.

Motion by Kestner, second by Vietti to adjourn the meeting. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:45 p.m..

Alina Hartley
Executive Director